



Welcome to Henderson Properties. **We ask that you review our criteria for approval prior to filling out the application** and please feel free to discuss any concerns you may have in regards to the criteria and/or application process. *Thank you for your interest in Henderson Properties.*

Application Process

Application: The fee to process your application is **\$30.00** cash or money order **per person**. Please allow 5 business days to process your application. This may vary depending on the timeliness of responses from previous landlords and current employers. While your application is processed, the property applied for will remain on the available list until you are approved and have placed the security deposit.

Deposit: Once notified of your application approval you will be asked to place your security deposit which is equivalent to one month's rent amount. The security deposit **MUST BE IN THE FORM OF A MONEY ORDER OR CASHIER'S CHECK**. Please **do not** include rent monies with your security deposit.

Rent: Once you have placed your security deposit, Henderson Properties will place a 30 day hold on your property in order for you to have time to move into your new home. Your first month's rent or pro-rated amount is due on the day you pick up the keys. Please ask us about pet size limits on each property.

Approval Criteria

Rental History:

No more than 3 late payments for any 12 month period.

Income:

Rent cannot exceed 33 percent of gross monthly income (before taxes).

Rent plus all long term debt cannot exceed 50 percent of gross monthly income.

Credit Report:

No unpaid repossessions or collections within the last 2 years for a combined total amount of over \$500.00.

No more than 4 late payments within the last year on credit cards or other loans.

(With the exception of student loans and medical charges/collections.)

No debt can be owed to any landlord, management company, apartment community, etc.

(With the exception of Foreclosures within the last 12 months.)

Bankruptcy:

No late payments or collections for two years from the bankruptcy file date.

Evictions:

No evictions in the last 7 years.

Criminal Record:

No convictions of any felony within the last 7 years.

No more than 2 arrests within the last 7 years.

No arrests or convictions for sexual related offenses.

Pet Policy:

Due to the nature of the breed, Henderson Properties does not accept Rottweilers, Pitbulls, Chows, German Shephards, Doberman Pinchers, Presna Canarios or any mix of these breeds. An additional \$250.00 per pet is required of those with pets. \$200.00 being refundable and \$50.00 being non-refundable. Please ask concerning pet requirements on each property.

Co-Signers:

We do accept applications from prospective tenants who have no previous rental history or have marks on their credit report which can not be explained. If this is the case, it may be necessary to use a co-signer. The co-signer must meet the rental criteria perfectly. They will be screened just as an applicant and must sign the lease agreement. In the event that a co-signer can not be obtained, Henderson Properties reserves the right to require a double security deposit.



**Please allow 5 business days
To process your application
** Please attach 2 most current pay stubs****

**Henderson Properties
919 Norland Rd
Charlotte NC 28205
Phone: (704) 535-1122 Fax: (704) 569-9669**

___ Rental Application ___

Non-Refundable Application Fee \$30.00 Per Person

Date _____

Received _____ **20** _____
(Cash or Money Order ONLY)

**Property Applied
For** _____

**Desired
Move-In Date** _____

Applicant #1

First Name _____ Middle Name _____ Last Name _____

Current Phone #s (Home) _____ (Work) _____

Email Address _____

Date of Birth _____ Driver's License# _____ Social Security# _____

Applicant #2

First Name _____ Middle Name _____ Last Name _____

Current Phone #s (Home) _____ (Work) _____

Email Address _____

Date of Birth _____ Driver's License # _____ Social Security # _____

Name(s) of children or other persons under the age of 18 residing at the property. Age Gender

Name(s) of persons over the age of 18 residing at this property. D.O.B. Social Sec. #

**Henderson Properties
Rental Application**

Pets

Do you own pet(s)? _____ How Many _____ Type _____ Weight _____

Rental History

Applicant #1

Current Address _____ City _____ State _____ Zip _____

Move-In Date _____ Rent Amount \$ _____ Lease Expires _____

Reason For Moving _____

Name(s) on Lease _____

Current Landlord _____

Notice to vacate given? _____ Phone # _____ Fax # _____

If rental history is less than 2 years please provide the following:

Previous Address: _____

Previous Landlord: _____ Phone: _____ Fax # _____

Move In Date: _____ Move Out Date: _____

Applicant #2

Current Address _____ City _____ State _____ Zip _____

Move-In Date _____ Rent Amount \$ _____ Lease Expires _____

Reason For Moving _____

Name(s) on Lease _____

Current Landlord _____

Notice to vacate given? _____ Phone # _____ Fax # _____

If rental history is less than 2 years please provide the following:

Previous Address: _____

Previous Landlord: _____ Phone: _____ Fax # _____

Move In Date: _____ Move Out Date: _____

**Henderson Properties
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Employment History

Applicant #1 (Charlotte Employer)

Employer's Name _____ Phone# _____
Fax# _____
Employer's Address _____ City _____ State _____ Zip _____
Position(s) _____ Supervisor _____
Length of Employment _____ Gross Monthly Income _____
Additional Income (Child Support, Etc.) _____

If your current employment is less the 6 months please provide the following:

Previous Employer _____ Phone # _____
Fax # _____
Address _____ City _____ State _____ Zip _____

Applicant #2 (Charlotte Employer)

Employer's Name _____ Phone # _____
Fax # _____
Employer's Address _____ City _____ State _____ Zip _____
Position(s) _____ Supervisor _____
Length of Employment _____ Gross Monthly Income _____
Additional Income (child Support, Etc.) _____

If your current employment is less than 6 months please provide the following information:

Previous Employer _____ Phone # _____
Fax # _____
Address _____ City _____ State _____ Zip _____

**Emergency Contact-Nearest Relative
(Not Living With You)**

Name	Relationship	Address	Phone
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**Henderson Properties
Rental Application**

Read Carefully

**A picture identification card is required of ALL APPLICANTS & CO-SIGNERS
Your application cannot be processed without complete information.**

**The undersigned acknowledges that they must deliver the required security deposit within
(3) three days of notification of the application approval, otherwise Henderson Properties
shall be under no obligation to lease the property to the applicant(s).**

**I, the undersigned applicant(s) declare the foregoing instrument to be true and do hereby
authorize Henderson Property, Inc. to verify any information contained herein and make
such other investigations as they may deem necessary to determine the undersigned's
financial and credit standing and criminal history. I understand that falsification of any
part of this rental application is grounds for rejection of the applicants.**

Applicant _____ **Date** _____

Applicant _____ **Date** _____

Applicant _____ **Date** _____

For Office Use Only

Approved: _____

Denied: _____

Reason: _____

Security Deposit Required: _____ Rent Amount \$ _____

Other Information: _____
